

**TRAINING and EDUCATION POLICY GUIDELINES,  
PROCEDURES &  
EXPENSE LIMITATIONS  
Approved April 15, 2010**

Board acknowledges fiduciary responsibility of members and alternates and believes a certain amount of training is required.

The Board's expectation is that members will balance the need to minimize costs with the requirement that members pursue training and education.

Priority for training & education funds is given to members new to the Board over members with long Board tenure.

Priority for training & education funds is given to members over alternates.

Staff is included in consideration for training funding. Priority is given to Members and Alternates over staff.

All training expense must be approved by the Board.

Before travel expense is incurred Board members should first review local alternatives and webinars.

Webinars should be coordinated and announced in advance to maximize attendance.

The Board may provide funds for tuition, books, and fees for classes at a public or private school for classes or credential in investments, management, economics, or relevant to management of the Pension Administration Division.

Staff and all Board members are encouraged to distribute relevant articles, web links, etc. to foster an environment of continuing education. The Board Chair and staff will periodically have educational topics on the agenda.